

MINUTES
TOWNSHIP OF MIDDLETOWN SEWERAGE AUTHORITY
ADMINISTRATION OFFICE
100 BEVERLY WAY, BELFORD, NJ 07718
CAUCUS AND REGULAR MEETINGS
DATE OF MEETING: March 17, 2025

AGENDA FOR PUBLIC MEETING:

March 17, 2025 6:30 PM

MEETING CALLED TO ORDER:

The Caucus and Regular Meetings of the Township of Middletown Sewerage Authority were called to order at 6:30 P.M., by Chairperson Schweizer with the announcement that the notice requirement provided for in the Open Public Meetings Act had been satisfied. The notice of this meeting was published in the Star Ledger on February 28, 2025, The Two River Times on February 27, 2025 and The Asbury Park Press on February 26, 2025.

PLEDGE OF ALLEGIANCE AND ROLL CALL:

On roll call, the following members were present: Mr. Rogers; Mr. Weikel; Mr. Skelly; Mr. Schweizer & Mr. Kratz. Also in attendance were: Mr. Paul Thomson, Executive Director & Engineer; Mitchell B. Jacobs, Esq., Counselor; Larry Schachtel, Safety Manager; Jordan Volk of Colliers and Engineering and Design, Jonathan Mannarino, Collections; Terence Bane, Maintenance, Ed Switay, Asst. Plant Manager & John Ennis, Plant Superintendent. Mr. Iannaci and Mr. Nole were absent.

MINUTES OF REGULAR MEETING:

The minutes of February 18, 2025 were moved to be adopted by Mr. Rogers & seconded by Mr. Kratz. On roll call, Mr. Rogers, Mr. Kratz, Mr. Skelly & Mr. Schweizer voted yes.

ENGINEER'S STATUS REPORT:

See attached Colliers Engineer Report as of March 17, 2025. Jordan Volk of Colliers Engineering & Design presented his report to the Board.

Ms. Eteson arrived at 6:39 P.M.

DIGESTER CLEANING:

Colliers is currently reviewing the additional documentation submitted by the Contractor to support the breakdown of costs for the sludge hauling of Digester #1. Punchlist items shared by TOMSA with the Contractor were preliminary addressed and the Contractor is working with TOMSA to resolve the remaining items.

Fairview & McLees Pump Station Improvements:

CED is currently working on design documents.

Fairview Force Main Replacement:

CED has recently received approval from the State Historic Preservation Office (SHPO) for this project scope.

TOMSA Pump Stations Improvement:

CED has completed the survey for each of the respective pump stations and is currently progressing with the design documents. A kick-off meeting was held between TOMSA and CED to finalize the project scope. From March 5th -11th Colliers staff completed a site walk-through at each of the pump stations with TOMSA personnel.

New Project Proposals -Meetings with TOMSA will be scheduled to define scopes:

CED is coordinating with PS&S on the plant evaluation to be implemented into VUEworks.

Various Construction/Extension Projects.

j. - 59 Oakland Avenue (MSA-0014) Punchlist items to be addressed.

STAFF REPORTS**SAFETY MANAGER – Larry Schachtel****Ongoing**

Month - Safety hrs. 6,146 hrs. Year to date- 16,627 hrs., with no injuries to date.

Daily safety toolbox meetings & monthly safety equipment inspections are ongoing.

2nd shift employees are now receiving safety toolbox talks.

JIF conducted a safety inspection on 2/27/25. No deficiencies reported. See attached Loss Control Report submitted by JA Montgomery Consulting.

TOMSA hosted a PEOSH forklift operator class on 2/20/2025. We certified 4 employees. TOMSA is hosting a Competent Person Trench and Excavation Training on 4/4/25. Middletown DPW and Atlantic Highlands DPW invited to attend.

PLANT MANAGER'S REPORT: John Ennis

The Plant performed in compliance with permit regulations for the month of February 2025.

The average daily flow was 7.623 MGD, with a peak flow of 12.00 MGD

The effluent BOD for the month was 3.75 mg/l with 97.93% removal

The effluent TSS for the month was 8.87 mg/l with 96.27% removal.

The average cake, total percent solids were 16.22%.

Equipment Status

Maintenance was performed in the dewatering building as follows, replaced sludge isolations valves, cleaned out sludge mixing valves, polymer lines and brushes on both BFP's.

BR Welding was here on Feb 11, 2025, along with a contractor to work on the mechanical seal on the new circulator pump. The work was completed the same day.

On Feb. 12. 2025, we experienced a major problem with the blowers. Battery backup failed and left us with programming issues. Maintenance working on the problems.

Primary Tank #1 was taken O/S on Feb. 12, 2025, due to sludge building in the tank. Maintenance worked on the problem and the tank was placed back I/S two days later.

Aeration Tank #1 is offline. Aeration Tanks #2 & # 3 remain in service.

All plant personnel continue to wear their appropriate safety gear.

**MAINTENANCE DEPT: George Nole & Terence Bane
completed**

1. Fire extinguisher inspections completed by Brendan Lunney.
2. Cleaned Chlorine filters in Chlorine Building.
3. Eye wash and emergency shower were inspected by Brendan.
4. Repaired lighting in Pole barn building CJ & Justin B.
5. Removed Muffin at Fairview, installed rebuild one and ordered parts to rebuild backup.
6. Finished new LED lighting in maintenance locker room CJ & Justin.
7. Greased, oiled and repacked multiple pumps throughout the plant by Tom and maintenance crew.
8. Installed temporary pump at Harbor Green station.
9. Installed new Reznor heater in dewatering building.
10. John Allen made repairs to the fork-lift, Tahoe, also multiple oil changes and the Case front loader.
11. Had Consolidated Fencing install new fencing around Beacon Hill pump station.

Ongoing

1. Aeration Tank #1 we are still waiting on an actuator and new valve for #2 on motorized valve, shipping on Nov. 22, 2024. (Still waiting 3/13/25)
2. In Raw, we are rebuilding a 3rd Grit pump to have as backup.
3. Repairs starting on Muffin Monster for Fairview pump station.
4. Main pumps rebuild has started, we did get #1 & #2 back online, we have started rebuilding #1 pump, #4 is now complete, working on #3, waiting on parts.
5. Need maintenance done to blower system for aeration.

Projects Pending

1. Replace Radiant heater in Fairview pump station.
2. RAS Building #2 pump #5 needs to be rebuilt.
3. Waiting on pricing from Sodens for repair and replacement of plant pole lighting.

COLLECTION SYSTEM REPORT – Jonathan Mannarino

In the month of February

- There were 2 reported Sanitary Sewer Overflows- both Minimal discharge - < 100 gallons.
732 Newman Springs Rd. manhole we never knew existed, overgrown with extremely heavy roots (took 3 days to remove all the roots)
24 Cherry Tree Farm Rd. minor discharge due to soft blockage (grease/rags/paper)
- The team fielded a total of 42 calls.
- 176 total mark-outs were completed.
- Began Key Manhole inspections
- Grease Trap inspections are nearly complete. (not many left to inspect!)
- Continued CCTV and main line cleaning through Oswald.
- SCADA issue was resolved and failed again. We have a new SCADA professional company- Inflexion Point – coming in on 3/4/25 who seems confident they can resolve this issue permanently.

- All monthly DMR information was completed and submitted.
- Began grease cutting lines in known problem areas.
- A gravity main line was found exposed in a creek just off Lynch Rd. Working with Paul and maintenance for a permanent fix.

EXECUTIVE DIRECTOR/STAFF ENGINEER- Paul Thomson

Projects Bidding- Quotes:

1. The Sludge haul, disposal bid was received on March 4, 2025. The low bid will be awarded to Environmental Protection & Improvement Company LLC. for a total of **\$137.87** per wet ton for the first year and **\$140.13** per wet ton for the second year.
2. Existing sludge haul and disposal contract has been extended until the end of March 2025. The new contract will go into effect on April 1, 2025, for a period of two years.
3. TOMSA is working on receiving quotes for new boilers, both natural gas and combined Natural gas and Methane. Also looking into new piping design for both units as the existing conditions we installed incorrectly/less efficient years ago. New design is underway. This work is critical prior to this coming winter, to maintain proper temperatures in control for digesters.
4. Continued work on all of the pump stations designed and upgrades to be submitted for IBANK loans. Colliers & TOMSA will have a meeting in the near future to go over the drawings and mechanical components. Our maintenance team will be involved in this meeting.

Plant/Construction:

1. Lab trailer- received approval for existing open permits from the building inspector. There are three items to be addressed and corrected, minor items- corrective measures underway.
2. TOMSA has a fit-out meeting for the lab trailer layout with T&M Associates on Thursday, 3/13/25. Once final drawings are completed, a project bid will be advertised for construction for both the lab fit-out and front office -Homeland Security Protection. Goal milestone is to have a bid opening mid-July.
3. Digester project is completed for contract work. The change order for BR Welding on the sludge removal/rag removal is being finalized, waiting on document from Colliers Engineering.

Billings- Misc.

1. Atlantic Highlands/Highlands We are working to provide new budget amounts for 2025. They are formulated from the 2024 final closeout numbers/cost, along with 2025 projected budget numbers.
2. Atlantic Highlands budget was increased around \$70,000 for the year with budget calculations provided to the town CFO/Administrator.
3. Highland's budget increased by approximately \$52,000 for the year.
4. Contract negotiation for future years will be requested over the summer months.

Billings for the month of Feb-Atlantic Highlands

1. Borough of Atl. Highlands \$43,819.50
 2. Borough of Highlands \$63,940.01
- Total for month of Jan. 2025- \$107,759.51.

CONSENT AGENDA:

Mr. Schweizer announced consideration of a Consent Agenda and asked if anyone had a desire to discuss an individual item that it would be removed from the Consent Agenda. It was moved to

be adopted by Mr. Kratz & seconded by Ms. Eteson. On roll call, Mr. Rogers, Ms. Eteson, Mr. Weikel, Mr. Kratz & Mr. Schweizer voted yes. Carried to adopt Resolutions 31/2025 through 34/2025.

- **TREASURER'S REPORT:**
- **OPERATING BILLS:** Resolution 31/2025 Approving Payment of Operating Bills in the Amount of \$842,755.65.
- **CONSTRUCTION FUND:** Resolution 32/2025 Approving Payment of Construction Fund bills in the amount of \$141,565.94.
- **REVENUE FUND REQ.:** Resolution 33/2025 Approving Revenue Fund req. 3/2025 in the amount of \$1,192,755.65.
- **CONSTRUCTION TRANSFER:** Resolution 34/2025 Approving Transfer to the Construction Account in the amount of \$141,565.94.

AUTHORIZATION OF RATEPAYER REFUNDS:

Res. 35/2025 Authorizing Refunds of Sewer Rent Fees to Certain Rate Payers. It was moved to be adopted by Mr. Kratz & seconded by Mr. Rogers. On roll call, Mr. Rogers, Ms. Eteson, Mr. Weikel, Mr. Kratz & Mr. Schweizer voted yes. Carried to adopt Res. 35/2025.

AWARD OF CAKE TRANSPORTATION, HAULING AND DISPOSAL CONTRACT:

Res. 36/2025 Award of a Two-Year Contract to Environmental Protection and Improvement Company, LLC. 319 Avenue P Newark, NJ 07105. It was moved to be adopted by Mr. Rogers, & seconded by Mr. Weikel. On roll call, Mr. Rogers, Mr. Weikel, Ms. Eteson, Mr. Kratz & Mr. Schweizer voted yes. Carried to adopt Res. 36/2025.

REVISIONS TO RULES AND REGULATIONS:

Res. 37/2025 Approving Revisions to Grease Rules and Regulations. It was moved to be adopted by Mr. Kratz & seconded by Mr. Weikel. On roll call, Mr. Rogers, Mr. Weikel, Ms. Eteson, Mr. Kratz & Mr. Schweizer voted yes. Carried to adopt Res. 37/2025.

BUDGET ANALYSIS:

Operating Budget Analysis through January 31, 2025.

CASH MANAGEMENT REPORT:

Cash Management Report through February 28, 2025 was reviewed by the Board.

GENERAL DISCUSSION:

Old business – none

New – Exec. Director - Paul Thomson made a statement.

TOMSA continues to face the struggles of breakdowns due to the end-of-life expectancies of our assets. We are beginning to build redundancy in some of our main components by having backup parts available. Future capital projects are in motion for the much-needed upgrades. Some of the projects will have to be prioritized by critical/failures needs and available funding. Either from TOMSA capital

accounts and or I-Bank loans.

Please keep in mind we are anticipating a replacement need of up to \$20 million over the next five years in the plant alone, just to keep the plant running under current capacities. Although this number is a moving target and assets may last longer than projected. TOMSA faces constant breakdown issues which backs up the study performed by an outside consultant on critical failures/life expectancies of the plant. TOMSA needs all items functioning properly, we are under the strict constraints of DEP/State permits and must have everything working to remain in compliance with permit criteria.

I will be looking into funding through different sources for a new vac truck & camera truck. Our current vac truck is constantly having breakdowns and mechanical issues. This will be a great backup/second truck but the need for replacement is imminent. With 350 miles of aging infrastructure piping, maintenance has to be top priority with the correct tools for the job. While the camera truck will help determine the method of repairs for certain segments.

PUBLIC COMMENTS:

A number of Middletown ratepayers spoke regarding Res. 27/2025.

They do not agree with the rule change.

Mr. Paul Thomson said he and the Board would take all their points into consideration & discuss this rule change further.

Rule Change - All laterals from the connection point of the main to the premises will be the responsibility of the premises.

CLOSE PUBLIC Meeting:

Mr. Kratz motioned, seconded by Mr. Weikel at 7:39 P.M. to close Public Session. On roll call, Mr. Rogers, Mr. Weikel, Ms. Eteson, Mr. Kratz & Mr. Schweizer voted yes.

EXECUTIVE SESSION:

There was no Executive Session.

ADJOURNMENT:

There being no further business to discuss, Mr. Kratz motioned, seconded by Mr. Weikel at 7:39 P.M., to adjourn the meeting. All members agreed.